University of Colorado Denver

DDC Faculty Assembly

Minutes

March 6, 2012
12:00 pm - 2:00 pm
CU 299


Guests: David Thomas, David Clubb, George Kacenga and Mike Harper / Pam Laird

12:10 PM Robert Flanagan, Chair

- February Minutes: Dorothy Garrison-Wade
  Seconded: Farah Ibrahim
  Unanimously Approved

- Assembly Update: Bob discussed the state of the Assembly and gave background on the Faculty Assembly Executive Committee and reviewed the goals of the Faculty Assembly to be a voice for the Downtown Denver Faculty Campus. The Faculty Assembly has several Campus Committees that have been running very smoothly and are able to update the Faculty Assembly group at most meetings. There are however a few of the committees that have not been able to attend or forward any report from their meetings either to staff availability this semester, sabbaticals, or the committees have not been meeting on a regular basis. The Faculty Assembly wants to breathe back life into the APC (Academic Personnel Committee), EPPC (Education Policy and Planning Committee), Disabilities and Diversity Committees. After review of the contact lists and website information, it was determined that follow up to these committees was needed. Bob asked David to follow up with the committees and determine who are on the committees and if they are meeting and if we can get updated in the Faculty Assembly Meetings. One suggestion was to have an ad hoc policy working group until we can properly fit these two committees.

- Karin has sent out calendar invites to help streamline the meeting invites and attendance for the meetings. Please respond to your availability to each occurrence of the meeting invite to be sure that Karin orders enough food for the meeting.

- Karin will also be in the process of updating the committee information and member lists on the website. We utilize this website for announcements, location of the past agendas and minutes as well as let other faculty know who are serving on the DDC Faculty Assembly. If you receive correspondence from Karin or David on clarifying information, please help verify this information. With stipends awarded for participation on many of the committees, we need to be sure that we are getting full representation of the Committee Chairs. Clarification of the stipend payments are also being discussed and reviewed.
• Faculty Council: Bob handed out the last Faculty Council agenda. There are topics that were
discussed that Bob felt should be seen by the Faculty Assembly, such as Sabbatical
assignments, and the reconfiguration of FERPA to a 4 pt. to 5 pt. scale.

Dr. Nairn – Office of the Provost Updates – Not available for this meeting

12:40 PM

Committee Reports:

APC: No Report at this time
Disabilities: No Report at this time – Not active this year
EPPC: No Report at this time
Student Government: No Report at this time
Women’s Issues: No report at this time

Minority Affairs: Dorothy Garrison-Wade - Dorothy updated the group on the recent Student
Focus Group held on the 22nd. 13 students arrived and gave feedback. The next Focus Groups
will be with Faculty and Staff to be held on 4/25/2012 from 11:00 am – 12:15 pm in the Auraria
Library. As data is being collected after each focus group, all data will be analyzed and findings
taken to the next focus group. The hope is to also meet with an Administrative Focus group by
the end of the semester. Karin will send out the flyer and update the website for interested faculty
that would like to attend.

GLBT: Edward Cannon - Edward announced a system wide symposium to be held next Fall.
More details to follow.

FACAB: Joy Berrenberg – Joy discussed the initiative to post classroom etiquette guidelines are
in the final draft stages. Joy will bring copies to the group before it is final. The cost to post this
information in the classrooms will be about $100. The group was hoping that the Faculty
Assemblies to each of the 3 campuses affected would be able to donate $35 for this initiative.
Joy also discussed the new speed # for campus security. Joy will forward the information for
Karin to send to the group. With new laws passed that students can now carry concealed
weapons on campus, it may be a good idea to program this important phone number into our cell
phones.
Pam Laird wanted to ask Joy about smoking policies on campus. Interest has been shown to
move toward a smoke free campus. Research was compiled of current campus policies for
review. Concerns on enforcement as well as the concern for buy in from all 3 campuses.
Joy will take these concerns back to FACAB. Tom Beck mentioned issues seen with students
smoking near the library. Health concerns and legal rights of everyone are the main concerns to
discuss this possible initiative.

LETTS: Joanne Addison – Joanne discussed how recent meetings with COMIRB, compliance
concerns and research done on each campus. They will be reviewing their site and creating 2
separate website, one specific for the DDC. Mary Coussons-Read is in the process of hiring a
new grants person for the DDC. One goal of the EPPC is to bring faculty into the age of new
technology to interact with students and make our lives easier.
Regina Kilkenny updated the group on the status of the Technology Planning Committee. At the
request of the Provost, ATEL and ITS will be attending the next Dean’s meeting (3/21/2012) to
determine who would best represent their schools and colleges.
BPS: Peter Schneider – Peter discussed reports received in BPC from the Provost and Vice Chancellor Jeff Parker. One item discussed in the meetings included the Administrative Hiring Plan. These reports are reviewed to determine how to fill positions and budgets. The group anticipates having a new budget report on March 20th to hear more solid numbers on the budget. They anticipate budget cuts system wide at $30 million, with $2.5 million of that being from the DDC. Tuition strategies are being reviewed as well. DDC is looking at about a 4% general increase to everyone. Currently students within 13 – 18 credits are getting those credits for free will begin to pay for these over the next 3 years. A fund of a onetime scholarship for students is being reviewed to help these students with these new costs. Sources and uses of money are being gathered from all of the schools and colleges. If you are interested in seeing this information, contact the BPC person within your school or organization. 3 new program proposals are being brought in front of the BPC to be reviewed and to the Regents by their April Meeting.

1:10 PM  

Guest Speaker (s):  
David Thomas – Manager, Academic Technology  
BlackBoard / ECollege – Project Plan Update  
David discussed the need and opportunity to evaluate the current LMS (learning management systems) being used and possibly move forward with 1 system wide system. A recent questionnaire was sent out with about 150 responses – 80% of that being students. Feedback included the students desire to go to one system but didn’t really have a preference. Faculty also felt that one system would be easier but were more opinionated on which system they felt was more useful. A request for proposal is being done through Procurement to have vendors respond with their products qualities and quotes. David handed out a timeline and FAQ of this process. Updates will be given in future Faculty Assembly meetings.

Mike Harper and Pam Laird  
UCDALI Update  
Mike and Pam announced the upcoming Non-Tenured Track Faculty Spring Event scheduled for April 12, 2012. NTTF are being asked to come and talk with other staff to discuss all the wonderful things they are doing on campus (besides teaching), professional development and meet other NTTF. Karin will be working with the group to put on this event. UCDALI will also be meeting with the Dean’s to get the word out for all Non-Tenured Track Faculty.

David Clubb - Senior Director of International Admissions and Services  
George Kacenga - Director of International Enrollment Management  
Office of International Affairs  
Policy Review - English Language Proficiency Admissions Standards  
After review of the programs and students struggles with understanding of the English language in the collegiate setting, the Office of International Affairs spoke with the group on how they are looking to better prepare students for their programs. The hope is to better prepare students to be successful within the CU system. Handouts were given of the previous APS and the proposed revisions. The hope is to have these standards approved by Jan. 2013 and in place for Fall 2013. Please review these documents and if you have any questions or concerns, please contact the Office of International Affairs.

1:55 PM  
New Business / Old Business – No new topics at this time

2:00 PM  
Adjourn